

~~CONFIDENTIAL~~

Executive for Administration and Management

Executive Director

JUL 21 1947

Tentative Table of Organization for Office of
Executive for Administration and Management

1. The attached tentative Table of Organization is approved for the office of the Executive for Administration and Management.

2. The following positions are not to be filled concurrently:*

Administrative Assistant	CAF-9	}	*
Secy & Admin. Asst.	CAF-7		

Secretary-steno.	CAF-5	}	*
Clerk-steno.	CAF-4		

3. Please instruct the Personnel Branch to establish with the Civil Service Commission those positions not already established.

4. Appointments and/or promotions to the tentative grades indicated in the attached T/O will be restricted to at least one grade lower for each position until such time as Civil Service Commission approval has been obtained for the classification grades.

5. A personnel ceiling of [REDACTED] positions is established for all quarters of fiscal year 1948.

25X9

FOR THE DIRECTOR OF CENTRAL INTELLIGENCE

Atch.

cc: Exec. for A & M (1)
Pers. Br. A & M (2)
Budget & Fin. Br. A&M (1) ✓

[REDACTED]
CAPTAIN, USN
EXECUTIVE DIRECTOR

25X1A9a

*attach notes for 6/1
BY F*

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